

Tender N°: 06/04/2025/BRD/HC&CS/CS

Assignment Title: Request for Expression of Interest (EOI) to hire a consulting firm for the preparation of the RHFP Implementation Completion Report (ICR)

Procurement Approach: Consultant's Qualification-Based Selection (CQS)

1. Background:

The Development Bank of Rwanda wishes to invite all interested and qualified bidders to submit their best proposals for the consultancy services to hire a consulting firm for the preparation of the RHFP Implementation Completion Report (ICR). In this regard, the Development Bank of Rwanda (BRD) requests interested firms to submit their Technical and Financial Proposals for the above-mentioned services according to the Terms of Reference detailed in the Request for Proposal.

2. Objective of the assignment:

The main objective of the consultancy is to evaluate the performance of each RHFP component, extract lessons learned, identify best practices to be retained, pinpoint gaps, and propose solutions for future similar initiatives.

3. Duration

Three months (not exceeding 60 workdays) from the date of the contract signing.

4. Requirements:

The Development Bank of Rwanda (BRD) now invites eligible consulting firms ("Consultants") to express their interest in providing the above stated services. interested consulting firms must meet the following criteria:

1. At least 10 years of experience in conducting project evaluations, performance assessments, and implementation completion reporting.
2. At least 2 proven track records in preparing ICRs or similar evaluation reports for multilateral donor-funded projects.
3. Demonstrated expertise in housing finance and capital markets, evidenced by successful completion of at least three (3) consultancy assignments in the last ten (10) years.
4. Experience in infrastructure financing and the affordable housing finance sector is an added advantage.

In addition, interested consulting firms shall fill, sign and submit the following forms/document:

5. Application form for establishing business relationships with political exposed person (PEP form with all information requested).
6. Fill and Sign the Conflict-of-Interest Form.
7. Beneficial Ownership Disclosure form.
8. Technical and managerial organization of the firm.

5. Selection process

Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a

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joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A consultant will be selected in accordance with the **Consultant Qualification Selection (CQS)** method set out in the Procurement Regulations. The bidder that meets the requirements will be considered a successful bidder and invited to submit their technical and financial proposal, which will be followed by contract negotiations.

Interested consulting firms are invited to download the full Terms of Reference and template to be filled on <https://www.brd.rw/#ourpublications> from 12 / 04 / 2025. Further information can be submitted at the following email addresses: procurement@brd.rw and copying to brd@brd.rw during office hours (8:00 am to 6:00 pm, Local time).

The expression of interest must be addressed to the Chief Executive Officer of the Development Bank of Rwanda on the following address: procurement@brd.rw and copying to brd@brd.rw not later than 30 / 04 / 2025 at 6:00pm Kigali time (GMT +2).

Sincerely,

A handwritten signature in blue ink, appearing to read "Nadine Teta Mbabazi".

Nadine TETA MBABAZI
Head of Human Capital and Corporate Services

A handwritten signature in blue ink, appearing to read "Kampeta Sayinzoga".

Kampeta SAYINZOGA
Chief Executive Officer